

Campus Technology Committee (CTC)

March 7, 2022

Minutes

Meeting held via Zoom

Present: Teja Alluru, Andrea Coker Anderson, Merve Kayhan Serter, Bill Fritz, Susan Wagshul-Golden, Stephen Rondeau, Ana Marie Almeda, Sean Schmidt, Julie Masura, Y Jenny Xiao, Ralph Bane, Patrick Pow

Absent: Christopher Knaus, Ken Cruz, Haluk Demirkan, Jim Thatcher, Jaime Mason, Wes Lloyd, Darcy Janzen, Forrest Tyree

1. Updates

1.1 Renovation Schedules

- 1.1.1 CP-106 – is undergoing a complete overhaul. As a result, the room will be offline.
- 1.1.2 DOU – several rooms in the annex are being renovated, including DOU 260. We have heard good things about the value of the ceiling microphones when it comes to augmenting teaching. The ceiling microphones allow for interaction without passing around a handheld microphone which aids in creating an interactive atmosphere, especially with virtual participants.
- 1.1.3 WCG-322 – This renovation is one of the few conference rooms that allows for large events. The room will be upgraded with our current standard conference room equipment. Because there are so few spaces of this size, finding available times to use them can be a challenge.

1.2 Milgard Hall Update – Some of the occupants of this new building will include:

- 1.2.1 The Milgard school of business including the Dean's Office.
- 1.2.2 The Financial wellness lab. This will include several functions. For example, personal consultation on financial matters and an interface for trading on the stock market via Bloomberg.
- 1.2.3 The SET labs.
- 1.2.4 The Global Innovation Design Lab.
- 1.2.5 The HIP (High Impact Practices) classroom and other traditional classrooms.
- 1.2.6 Due to the problematic nature of maintaining them, there are no floor boxes planned for this building. The anecdotal evidence supports the view that more individuals are using a portable device that requires the ability to recharge a battery instead of accessing a floor box outlet. There may be STFC proposals in the future asking for funding support for traditional charging stations. At this point, however, the recommendation is to test a new vendor called Omnicharge in this new building. This vendor is providing a proposal with core managed chargers, that can be regulated through a netid. The charger is designed to plug into the device and charge the battery of the device. There will be a station(s) in the building that you can put the

charger on and the IT department will recharge it for you. There are wall outlets in this building but no floor boxes. The GID Lab and the HIP classroom are large spaces, making it difficult for those in the middle of the room to reach a place to recharge their devices. This Omnicharge proposal aims to address this issue. The question was raised: No one has sent in STFC proposals for this year regarding the backup battery chargers, correct? Correct. Although anyone can send a request for STFC at their discretion, from the perspective of the IT department, it is too early to ask for STFC support for this use case. There are two reasons why it is too early. We have backup batteries from the last two years that were used to allow students to study from their car in our parking lots. The IT department did partner with STFC to fund these batteries. We have 10 of those chargers. From winter quarter on we set up a form that allows teachers to order the backup batteries for their classroom. The backup battery/chargers are delivered on the same laptop cart that IT has been delivering laptops to support classes. Some faculty are using these, especially Milgard faculty and Nursing faculty. This is being done as a pilot at this time and the response has been modest. Another reason why it is too early to seek STFC support is initially 30 batteries will be supplied by capital project funds in connection with the new Milgard building. If this works out and people take advantage of it, proposals will likely come in.

1.3 Shared NetID Accounts – still in the works due to changed contract with Google.

2. STFC Update (Teja Alluru)

2.1. March 18, 2022 is the date when all proposals should be submitted. The ASUWT team is assembled and ready to review proposals. During the Spring quarter, the ASUWT team will be conducting more outreach to let students know what resources or facilities are available to them.

3. Delivery Backup Batteries with Laptop Cart

3.1. As discussed earlier, this is a larger roll out because it is a new building. The capital project calls for 30 managed chargers for the Milgard building. If it becomes more of a need perhaps we will do a survey with Julie's team to determine which additional classrooms need this support.

4. Review the [Data Storage and Security Policy](#)

4.1. We have made some changes recently to our Data Storage and Security Policy. Please provide your feedback on the new policy. The anecdotal evidence seems to indicate that more faculty and staff are using portable devices. The IT department's recommendation is to use either the H or S drives to store information. The UW Tacoma Cloud policy has several UW approved services that we can use. Because of changes in our contract with Google, we may remove UW google as a cloud storage option. Our recommendation for cloud storage is Microsoft 365 at this point. The question was raised: I was under the impression that we were not supposed to share over google for quite some time. Am I correct? Yes, you are correct. For administrative business, Outlook was and is the standard. UW Google was used extensively in the recent past

for academic collaboration. Universities are going towards a Microsoft standard. It should be noted, that collaboration across universities using Google seems more fluid, likely because Google has done a great job with their product literacy programs. As a result, literacy with Microsoft products is not as high as with Google products. It was noted that trainings for the campus community about how Microsoft tools work together would be key to helping with the transition towards Microsoft 365. There are certain nuances that a user might not intuitively be aware of. For example, when you provision a new Teams instance it starts with OG. You can rename your instance and remove the OG, but now the challenge becomes how to make your Teams instance collaborate with SharePoint. This feedback will be helpful as the IT department prepares campus wide training in the near future. When it comes to our data storage and security policy, we have elected to use the wording “approved services” – not naming specific ones. Is the committee ok with the wording? No objections were raised.

5. Review the [Data Protection for Portable Devices Policy](#)

5.1. Portable devices include laptops, tablets, smart phones, CDs and thumb drives. Be careful not to store sensitive data on a portable device unless the data is encrypted. One person lost 3 laptops and data recovery was a real challenge. If your device is not encrypted and not backed up you may have data loss with no recourse. The IT department has long recommended that when you need to save data the best practice is to remote access back to campus and save to either your H or S drives. Another option would be to use an approved cloud service. Are you ok with the policy as written? No objections. The comment was made that when we hear stories of what has happened to others, this helps us take the issue more seriously. This topic will be a good conversation to look at our communication strategy for cybersecurity. The comment was made that most students are not aware of what type of information can be stored on their devices so this will be a good vehicle to provide guidance. In due course we will bring to you the cloud services policy after the new contract is finalized.

6. Concluding comments

6.1. The CTC will continue with virtual meetings for the rest of this academic year – unless you all feel differently. We will bring to the CTC several pilot projects that are in the works during upcoming meetings. If you have anything that we should discuss please send in those agenda items.

Meeting adjourned at 2:15 pm.